



**Public Works / Parks Safety Committee
February 26, 2013
Minutes**

Meeting called to order at 9:05 AM.

Present: Tim Jacobson, Jeff Nieland, Sue Nett, Adam Alix, Corey Gordon, Todd Drew, Pam Captain, Kevin Schmahl, Randy Losselyong
Absent: Ken Popelka, Vince Maas, Mark Radtke

Approval of minutes from January 22, 2013, motion by P. Captain
second by C. Gordon - Motion carried with correction.

B. Old Business

1. **MSDS Sheets electronic program / book availability** – Drew reported that IT is working on a data base for MSDS sheets. Drew also requested input regarding a naming system for each chemical. Drew suggested a unique number- committee thought it would be very difficult to label containers with a number. T. Drew stated that specific books could be printed for areas which did not have direct computer access.
2. **Leaf Truck – Significant Program Award-** T. Drew will coordinate with employees involved in retro fitting the leaf truck to put together a submission for a CVMIC Program Award. Submissions are due in June.
3. **Public Works Walk Thru** – Update – Flammable cabinet moved to maintenance to address identified flammable storage issues.

C. New Business

1. **Monthly Safety Topic** – “Don’t be a FOOL follow the 3-point RULE...” was distributed and discussed. Topic discussed safely entering and exiting vehicles.
2. **Injury Review.** – No injuries reported
3. **Requests for safety equipment supplies/replacement-T.** Drew requested that all employees be notified that requests for replacement safety supplies go through supervisors not come to T. Drew directly.
4. **Other new items for discussion** – C. Gordon cited that digging had been done prior to locates being completed. All locates must

be completed and confirmed prior to any digging being conducted. Supervisors were requested to reinforce this with all employees. V. Maas stated that anti-slip mat was ordered for the bucket truck to avoid possible slip issue.

D. Training

1. **Hearing screening** – Scheduled for April 4 at the Health Department. Sign-up sheet is posted
2. **Rigging Training** – Scheduled for April 16th @ 7:30am at the Library in the Company E Room. Training will be conducted by All Lift Systems and will last approximately 2 hours.
3. **Other new training items or suggestions** –

E. Motion to adjourn at 10:10 AM made by P. Captain and seconded by A. Alix - Motion carried.